

Pleasant Hill Library Task Force Meeting Notes

Meeting Date: July 7, 2014

Large Community Room, Pleasant Hill City Hall, 100 Gregory Lane, Pleasant Hill, CA 94523

Attendees:

- Lisa Chow, Supervisor Mitchoff's office
- Michael Harris, Pleasant Hill City Council
- Jack Weir, Pleasant Hill City Council
- Jessica Hudson, Contra Costa County Library
- Sandra Bonato, PH Recreation & Park District Board
- Jack Prosek, Pleasant Hill Library Fund
- Katherine Bracken, CCC Library Commission
- Patrick Remer, Pleasant Hill Library
- Jennifer Andersen, Pleasant Hill Education Commission
- Bill Bankert, Pleasant Hill Planning Commission
- Brian Crowell, Friends of the Library
- June Catalano, City Manager
- Martin Nelis, City staff

Reports from Sub-committees

1. Needs Assessment & Sites Analysis

Library Field Trip – Chair Michael Harris presented a slideshow of photos (see attached notes) taken during the field trip by the subcommittee to the three libraries in Orinda, Lafayette and Walnut Creek on June 5th. He mentioned that some of the important observations included:

- Having a central information area or help desk that is visible throughout the library is beneficial
- Story time areas need to be larger and should be flexible spaces that can be used for other purposes
- Flexible or movable stacks, furnishings and equipment are also important
- Ensure that Teen areas are not closed off or in areas that are not visible
- Two story libraries require more staffing (Walnut Creek)
- Friends of the Library bookstores located at the facilities are a valuable asset
- Meeting and conference rooms are essential and widely used
- Larger meeting rooms should be flexible without fixed chairs – can be used for multiple purposes
- Adequate parking is essential
- Fireplaces didn't seem to work
- Spread computers and technology throughout the main body of the library rather than having a technology room

Sites Analysis – Chair Harris stated that at the next meeting of the subcommittee, they would be looking at the pros and cons of the two preferred sites at this point – Pleasant Hill Park and the 'Beatrice Road' Flood Control District property.

Sandy Bonato made the point that since the Recreation & Park District has recently built new Community, Senior and Teen Centers, any new library facility in Pleasant Hill doesn't need to incorporate a 'community center' type feature with larger meeting rooms.

Regarding the evolution of technology, Jessica Hudson stated that flexibility and good planning is key to meeting the continuing needs of the community. It is likely that technology stations, and plug-ins for tablets and laptops, will be more prevalent with less stacks than what is present in the Orinda library, for example.

2. Community Outreach

Patrick Remer reported on behalf of this committee and asked for direction from the Task Force regarding areas where they should initially concentrate on. He suggested first compiling a 'Frequently Asked Questions' list. The committee would meet prior to the next Task Force meeting to further deliberate on a program of work.

3. Funding/Finance Subcommittee

Jessica Hudson gave the report from this committee. She mentioned that funding for new library construction in the state legislation, SB 1455, had been eliminated. The committee members were going to do further research on possible sources of federal and state funding through grants and other programs. She stated that the subcommittee discussed other possible funding sources (described in the summary notes of the meeting) for operational costs and to build a new facility including Friends of the Library support, developer contributions, a bond measure, community donors, and foundation support.

In response to a question, she indicated that it was too soon to talk about how much a new facility would cost at this point. Chair Harris mentioned that once a preferred site and facility needs had been chosen, the Task Force would be in a better position to estimate the costs of the new facility.

Project Phases and Tentative Time-Line

Jack Prosek presented a draft timeline for Task Force review of the proposed schedule to build a new library facility. The timeline proposed an eight year schedule until final construction and opening of the facility.

Councilmember Weir posed the question as to who would be the lead agency as the project moves forward in terms of funding. Chair Harris asked that this issue be discussed further at the next meeting of the funding subcommittee. Councilmember Weir suggested that a MDUSD representative be invited to attend.

The next meeting of the Task Force was scheduled for Thursday, August 7th at 11:00 a.m. in the large Community Room at City Hall.